

Pilning & Severn Beach Parish Council

Meeting held on Monday 6th July 2015 at 7.00pm at Severn Beach School, Severn Beach

COUNCILLORS (10) Mrs FCA Barr MBE (Chairman), Mrs C Woodhouse (also taking minutes), Mrs H Rickards, Mrs S Smith, Mr M Pruet, Mr N Davies, Mr T Fennell, Mrs S Binns, Alderman P Tyzack & Mrs N Chappell.

Also Present: - Mr & Mrs Williams-Lock and District Councillor Robert Griffin.

The Chairman asked those present to observe a minute's silence for Gwen Hillier for SB who had recently deceased, for all those who had lost their lives in the recent terrible terrorist attack in Tunisia and in memory of all those who lost their lives in the atrocities in USA ten years ago on 9/11, as a mark of respect.

Item Number	Details	Action By
2015-7-1 Apologies for absence	Apologies were accepted from Mrs V Bywater (Clerk)	
2015 -7-2 Declarations of Interest	None	
2015-7-3 Minutes of the previous Parish Council Meeting	The minutes of the previous meeting held on 1 st June 2015 had been previously circulated. The minutes of the meeting of 1 st June 2015 were agreed as a true record. Proposed by MP and seconded by NC. All in favour.	
2015-7-4 Matters Arising	<ul style="list-style-type: none"> • It was confirmed by NC that the wall at the former Redwick & Northwick school is the responsibility of the Parish Council. • SB had met with Mr Tim Dark regarding the gate at Pilning Allotments. VB had also discussed this with Mr Dark and instructed him to proceed with the work as soon as possible. • TF suggested all Cllrs attend a speed training workshop. AF to supply VB with information for circulation. • MP offered to contact S.Glos Council regarding the land at Western Approaches where the motorbikes cause disruption. MP to contact David Willis, S.Glos Council. • HR offered to further approach Pilning Post Office to discuss the siting of a new Parish Notice Board. 	<p>AF</p> <p>MP</p> <p>HR</p>
2015-7-5 Correspondence	Please see Appendix A <ul style="list-style-type: none"> • PT proposed that the Parish Council join the Gloucestershire Playing Field Association. After discussion, this was agreed. • It was agreed to sign up to the auto-enrolment scheme for Pensions which will be applicable to the Parish Council from August 2017. 	<p>VB</p> <p>VB</p>
2015-7-6 Accounts for Payment	Please see Appendix B Accounts for payment, proposed by CW, seconded by MP, all agreed.	

Pilning & Severn Beach Parish Council
Meeting held on Monday 6th July 2015 at 7.00pm
at Severn Beach School, Severn Beach

<p>2015-7-7 Public Participation</p>	<p>Mr Collin Williams-Lock addressed the meeting regarding the local Safer Stronger Communities Group outlining the purpose of the group.</p>	
<p>2015-7-8 New Business</p>	<p><u>1. Local Major Developments</u> CW had contacted the police again regarding the motorbikes at Western Approached several times. PT & MP had met with Terramond regarding possible development at Western Approaches. Further to the meeting, VB to write to S.Glos Council regarding the maintenance of the grounds at Western Approaches.</p> <p><u>2. Village Halls/Playing Fields</u> a) Severn Beach Village Hall- PT reported that Lloyds Bank Team had offered to paint the outside of the village hall. The committee are now looking for a volunteer to apply for grants. Mr Johnson has been asked to clear accumulated rubbish behind the hall and to have a bonfire. b) Pilning Village Hall – nothing to report</p> <p><u>3. Allotments –</u> FB reported that all plots now let but due to high level of rubbish on one plot a skip was ordered to clear. FB suggested the existing key lock for the barrier replaced by a combination lock which could then be changed regularly. VB to supply combination lock. After discussion, it was agreed that FB would ask Mr R Hodge to judge the SB allotments and Mr M Pruett agreed to judge the Pilning Flower Show Allotment prize.</p> <p><u>4. Cemeteries –</u> FB agreed to meet with SB and SS on Thursday 9th July 2015 at 10am to view the cemetery sites in the Parish.</p> <p><u>5. Footpaths/ Cycleways –</u> HR reported that she had received new Parish Footpath maps from the S.Glos Council, and she distributed them to the footpath representatives. To celebrate a path recently re-opened by S. Glos Council, HR will be leading a parish walk on 12 July 2015. HR also offered to help to monitor the cycle-ways in the area. VB to write to S.Glos Council requesting the widening of the pathway along the length of the B4055 to form a shared use cycle/ footway.</p> <p><u>6. Tree planting –</u> PT reported that there had been a request for trees to replace those lost long ago at the front of SB Village Hall grounds. After discussion, it was agreed to suggest the grass area near the junction of the B4055 and The Glebe, Pilning; the grass area outside the Old Vicarage, Pilning; Keens Grove grass area, Pilning. TF reported a tree near the power lines on Shaft Road, SB. TF offered to report the tree to Western Power. VB to request suggestions for further tree planting within the next InView article. PT requested that VB write to S.Glos Council to chase the owner of the house on the corner of Bank Rd (The Plough end) to cut back overgrowth. PT further requested that VB be asked to add New Passage Rd to the annual hedge cutting programme.</p>	<p>VB</p> <p>VB FB</p> <p>FB/ SB/ SS</p> <p>HR</p> <p>VB</p> <p>TF</p> <p>VB</p> <p>VB VB</p>

Pilning & Severn Beach Parish Council
Meeting held on Monday 6th July 2015 at 7.00pm
at Severn Beach School, Severn Beach

	<p>PT further requested that VB write to S.Glos Council regarding the Station Road junction at Marsh Common be a double width cut to provide forward visibility. Robert Griffin to ask Highways to assess the junction for improvements.</p> <p><u>7. Second Severn Crossing, Bridge Maintenance Yard</u> – It was agreed that PT will contact the Highways Agency to request the removal of the maintenance yard under the new concession arrangements.</p> <p><u>8.Village Matters</u> – NC & TF reported an increase in dog foul in Pilning & SB. VB to contact S.Glos Council to request some official notices to be inserted in key locations.</p> <p>TF reported overgrown hedges in Gorse Cover Road and litter around parked cars. VB to contact S.Glos Council to report both.</p> <p>NC had reported poor state of Vicarage Road, Pilning. VB to contact S.Glos Council to report the state of the road surface.</p> <p>PT reported a request from a local group seeking Parish Council support for the ‘Henbury Loop’. After discussion, it was agreed that the Parish Council would support the scheme as long as SB at the very least remained the same. PT to contact the group.</p> <p>SS requested that ‘draft’ minutes are added to the website. VB to add to website with ‘Draft’ watermark. It is not suitable to place on notice boards as the minutes are often many pages in length.</p> <p>ND reported the need to write to S.Glos Council regarding the children currently resident as part of the travelling community on Bank Road, Pilning as they are playing in areas where the travelling community are fouling. VB to urgently write to S.Glos Council.</p> <p>VB to report the need for further grass cutting on the verge opposite the entrance into Station Road, Pilning and New Passage, Pilning.</p> <p><u>9.Reports</u> – PT reported that an artist had been appointed for Forgotten Landscape Project.</p> <p>PT & Mr Ian Roberts attended the S.Glos. Council consultation event regarding the Local Plan and the Green Spaces submissions made last year. PT reported that the three sites were clarified and the two in SB likely to be accepted. PT further reported that the land on Bank Road, Pilning is unlikely to be accepted.</p> <p>PT reported that a Housing Survey needs to be carried out for the Parish. VB to supply PT with any relevant information.</p> <p>PT reported he had attended the recent, Severnvale Area Forum meeting.</p>	<p>VB RG/ VB</p> <p>PT</p> <p>VB</p> <p>VB</p> <p>VB</p> <p>PT</p> <p>VB</p> <p>VB</p> <p>VB</p> <p>VB</p>
<p>2015-7-9 Planning</p>	<p><u>Comments submitted to S.Glos Council</u> PT15/2464/F - 5 Abbot Road, SB – No comment PT15/2436/ - Pleasure Gardens, 37 Station Road, SB – Mixed views PT15/2615/ - 54, Redwick Road, Pilning – No comment PT12/2291/O – Land at Station Road, Pilning – Comments submitted regarding issues of the site but in general support of the proposal. PT15/2811/F – 4 Albert Road, SB – No Comment PT15/2738/F – Cider Barn, Whitehouse Lane, SB – Comments submitted</p>	

Pilning & Severn Beach Parish Council
Meeting held on Monday 6th July 2015 at 7.00pm
at Severn Beach School, Severn Beach

	<p>regarding issues of the site with mixed views.</p> <p><u>Decisions by S.Glos Council</u></p> <p>PT15/1291/F – The Glen, New Passage – First floor rear extension – Approve with conditions</p> <p>PT15/1297/F – St Peter Church, Pilning – Installation of doors to outer aperture of church porch – Approve with conditions</p> <p>PT15/1702/F Zion Chapel, New Passage – refusal</p> <p>PT15/1921/F – 11A Osborne Road, SB – Approve with conditions</p> <p><u>Application for Certificate of Lawfulness</u></p> <p>PT15/2438/CLE – Former St Peters Primary School, Bank Rd, Pilning – use of existing rooms for the purpose of religious education</p> <p>PT15/2338/CLP – 12 Beach Avenue SB – Erection of single storey rear extension</p> <p><u>Prior Notification</u></p> <p>PT15/2746/PNGR – Cloud Nine Barns, Church Road, SB – Change of use from 2no. agricultural buildings to 2no. residential dwellings</p>	
IN CAMERA	After discussion, it was agreed to review the current expenses for Parish Councillors. VB to draft a policy in line with S.Glos Council recommendations.	VB
Date of Next Meeting	The date of the next Parish Council meeting will be Monday 7 th September 2015 starting at 7pm there being no further business the meeting closed @ 9.36 pm.	

APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
31.05.15	Email	Further correspondence from Richard Edwards regarding the positioning of Public Notice boards	Ongoing
01.06.15	Email	Minutes 29.04.15 Severnside SSCG meeting	Circulated
01.06.15	Email	Auto Enrolment Pension Scheme documentation	Agreed
02.06.15	Email	Response from Dave Villas regarding the Owl & Bat boxes at Ellinghurst Farm site.	VB responded
02.06.15	Email	FoSBR memorial plaque unveiling at Pilning Station in memory of Jonathan King	Circulated
03.05.15	Email	From PT regarding Energy Efficiency, Resource Efficiency and ESOS Event on 11 th June 2015	Circulated
03.06.15	Email	Note from ALC warning regarding “Making Parishes Better” Research Project. More info to follow.	Circulated
03.06.15	Post	Neighbourhood Policing – Best on the Beat Nominations sought visit www.neighbourhoodpolicingawards.co.uk for more information	Circulated
03.06.15	Email	Confirmation of attendance at the July meeting of a representative from Pilning Pips	n/a
03.06.15	Email	Update from NALC on Control of Litter	Circulated
04.06.15	Email	Agenda for Safer & Stronger Communities Strategic Partnership, Friday 12 th June 2015, 9.30am. Council Chamber, Kingswood	Circulated
04.06.15	Email	Agenda for Waste Management Forum, Tuesday 23 rd June 2015, 7pm. Badminton Road, Yate	Circulated
04.06.15	Email	Severn Estuary Partnership – Fire Engineering & The Environment	Circulated

Pilning & Severn Beach Parish Council
Meeting held on Monday 6th July 2015 at 7.00pm
at Severn Beach School, Severn Beach

		Part 1- Natural Hazards & Environment Risks	
09.06.15	Email	Response via TF from Avon & Somerset Police and the horses on the foreshore and abandoned in the area	Circulated
09.06.15	Email	Agenda for Children & Young People Committee, Wednesday 17 th June 2015, 2pm. Council Chamber, Kingswood	Circulated
10.06.15	Email	From PT suggesting P&SB PC join Gloucestershire Playing Fields Association	Agreed
10.06.15	Email	Agenda for Development Control (West) Sites Inspection Sub Committee, Monday 22 nd June 2015, 9.30am, Turnberries Centre, Thornbury	Circulated
10.06.15	Email	Confirmation of attendance of Community Land Trust to November meeting and the Wessex Community Land Trust Project Summer Update 2015	Circulated
10.06.15	Email	Minutes of the Town & Parish Councils Forum meeting held on 14 th April 2015	Circulated
11.06.15	Email	Confirmation of receipt of letter to S.Glos Council regarding re-insertion of Bus Stops near Ellinghurst Farm	Circulated
11.06.15	Email	Further response from S.Glos Council regarding the insertion of bat and owl boxes at former Ellinghurst Farm site.	Circulated
12.06.15	Email	Village SOS – latest news – 12 June 2015	Circulated
14.06.15	Email	Invitation to attend the 5 th Anniversary of an hourly service to SB – Sunday 21 st June	Circulated
15.06.15	Email	Agenda for Planning, Transportation and Strategic Environment Committee, Wednesday 24 th June 2015 at 3pm. Council Chamber, Kingswood	Circulated
15.06.15	Email	Reminder invitation to attend the session being held to discuss the nominated Green Spaces in our area	PT to attend
15.06.15	Post	Open Spaces – Summer 2015 – Vol 31 No. 3	Passed to NC
18.06.15	Email	Agenda for Severn Vale Area Forum, Wed 1 st July 2015, 7pm, Turnberries, Thornbury	Circulated
18.06.15	Email	Agenda for Planning, Transport and Strategic Environment Major Schemes Sub-Committee, Tues 30 th June 2015, 10am, Council Chamber, Kingswood	Circulated
19.06.15	Email	Agenda for Audit and Accounts Committee, Tues 30 th June 2015, 2pm, Kingswood	Circulated
21.06.15	Email	Reminder from Mrs P Weeks regarding the strimming of abandoned plots at SB site.	VB responded & Circulated
22.06.15	Email	Circulated to all Parish Councillors following meeting at Rednend Farm. VB to remain in post at Clerk and RFO.	Circulated
22.06.15	Email	Pilning War Memorial Awarded Listed Building Status	Circulated
23.06.15	Email	Response from S.Glos Council regarding Speeding Vehicles on Beach Avenue; Repainting of white lines at junction of Ableton Lane; and the new roundabout on the A403 by SITA plant	Circulated and VB responded
23.06.15	Email	Innovative short free programme for older people	Circulated
23.06.15	Email	Agenda for Development Control (West) Committee, Thurs 2 nd July 2015, 11am, Turnberries, Thornbury	Circulated
24.06.15	Email	Response from S.Glos regarding Ellinghurst Farm Bus stops being reinserted. This will go ahead asap	Circulated
24.06.15	Email	S.Glos Press Release – Photo call honouring Britain’s Armed Forces	Circulated

Pilning & Severn Beach Parish Council
Meeting held on Monday 6th July 2015 at 7.00pm
at Severn Beach School, Severn Beach

24.06.15	Email	Hinkley Point C Connection Project Project EN020001	Circulated
25.06.15	Email	Library Service Summer Reading Challenge	Circulated
26.06.15	Email	Get Active in Your Community 2015	Circulated
26.06.15	Email	Village SOS – 12 June 2015	Circulated
26.06.15	Email	Letter of complaint from Louise Langdon	VB responded & Circulated
29.06.15	Email	Agenda for Development Control (West) Committee, Tuesday 7 th July 2015, 2pm, Turnberries Community Centre, Thornbury	Circulated
29.06.15	Email	S.Glos Council Press Release – School pupils help launch digital war memorial	Circulated
30.06.15	Email	Severn Estuary Partnership News – June 2015 Enews	Circulated
30.06.15	Email	Agenda for Children & Young People Committee, Wednesday 8 th July 2015, 10am, Council Chamber, Kingswood	Circulated
01.07.15	Email	NALC Bulletin on national development and meetings	Circulated
01.07.15	Email	Engage 2015 Participant Invite Letter – 2015 Engage Festival of Culture, Sat 17 th Oct at the SGS College, WISE Campus in Stoke Gifford	Circulated
01.07.15	Email	Hinkley Point C Connection Project NE020001 – link to planning portal	Circulated
01.07.15	Email	FOSBR at Keynsham Music Festival – Sat 4 th July 2015	Circulated
01.07.15	Email	NALC Briefing Note on Transparency Code for smaller Councils	Circulated
02.07.15	Email	Local Heritage Engagement Network – E Bulleting and Day of Archaeology	Circulated
02.07.15	Post	Gridline Summer 2015	Passed to NC
02.07.15	Post	The Clerk Magazine July 2015	Passed to NC
02.07.15	Post	Clerks & Councils Direct	Passed to NC
03.07.15	Email	Presentation from the workshop on S.Glos PSP Plan re. Local Green Spaces	Circulated
03.07.15	Email	Cultural services briefing on Heritage & Arts in S.Glos	Circulated
03.07.15	Post	Invitation to attend The Castle School Achievement Evening on Wed 15 th July 2015, 7pm.	Circulated

APPENDIX B – ACCOUNTS FOR PAYMENT

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at Severn Beach School, Severn Beach

Date	Payee	Details	Net	Reclaimable VAT	Total
06.07.15	Mrs V Bywater	Wages + office payment & fuel allowance June	815.36	0.00	815.36
06.07.15	Mrs V Bywater	Wages + office payment & fuel allowance July	815.56	0.00	815.56
06.07.15	Mr N Pearce	Odd jobs - final salary	75.00	0.00	75.00
06.07.15	PAYE & NI	June	151.57	0.00	151.57
06.07.15	PAYE & NI	July	132.57	0.00	132.57
06.07.15	Mr M J Fisher	Grass cutting - June 2015	1550.00	0.00	1550.00
06.07.15	Mr M J Fisher	Grass cutting - July 2015	1550.00	0.00	1550.00
06.07.15	Care for the Elderly	Quarterly payment	250.00	0.00	250.00
06.07.15	Mr Collins	Toilet Key Holder	100.00	0.00	100.00
06.07.15	Dunkley's	Auto Enrolment for Pensions	575.00	115.00	690.00
06.07.15	ALCA	The Good Councillor's Guide	21.98	0.00	21.98
06.07.15	BT (DD)	Telephone & Broadband	88.61	17.72	106.33
06.07.15	AP Clark & Son	New path in Pilning Cemetery	2710.00	542.00	3252.00
06.07.15	Dunkley's	Payrol for 1 Dec 2015 to 31st May 2015	70.00	14.00	84.00
06.07.15	Lister Wilder	Repair to lawn mower	175.00	35.00	210.00
06.07.15	BNP Paribas (DD)	Lease of photocopier 10/07/2015 - 09/10/2015	135.66	27.13	162.79
06.07.15	SLCC	Registration fee for CiLCA qualification	250.00	0.00	250.00
06.07.15	Mrs V Bywater	Skip for SB Allotment site clearance	165.00	33.00	198.00
06.07.15	Mrs V Bywater	Gift for Mr I Humphries	49.96	9.99	59.95
06.07.15	Sutcliffe Play	Inspection of Pilning & SB play equipment	400.00	80.00	480.00
06.07.15	North & Letherby Ltd	Response to S.Glos re. Traveller sites on Local plan	500.00	100.00	600.00
06.07.15	Glos. Playing Fields	Annual Membership	50.00	0.00	50.00
06.07.15	Mrs H Rickards	Gift for Mr N Pearce	16.99	0.00	16.99
		TOTAL	10,648.26	973.84	11,622.10